

Smart Notebook Software – Hands-On Practice

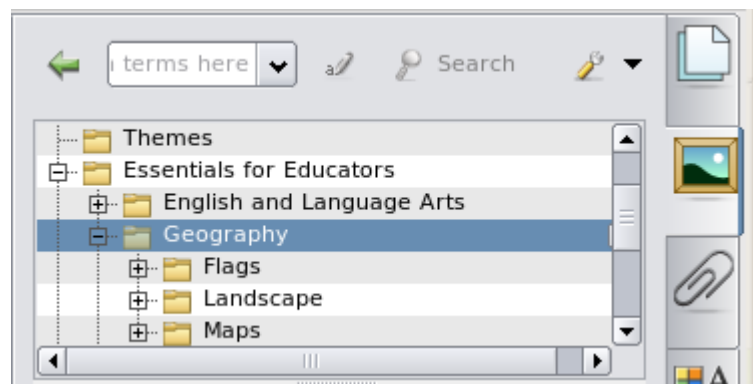
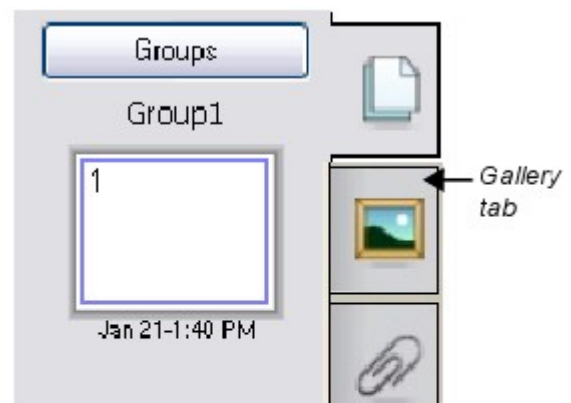
What Is Notebook Software?

Notebook™ software is SMART board software. It acts as an electronic notebook to immediately capture and save notes and drawings written on the SMART Board or at your desktop computer. You can import graphics, text and multimedia elements into your Notebook file or export your Notebook file to HTML, PDF, PowerPoint or as a series of images.

Preparing Your Lesson

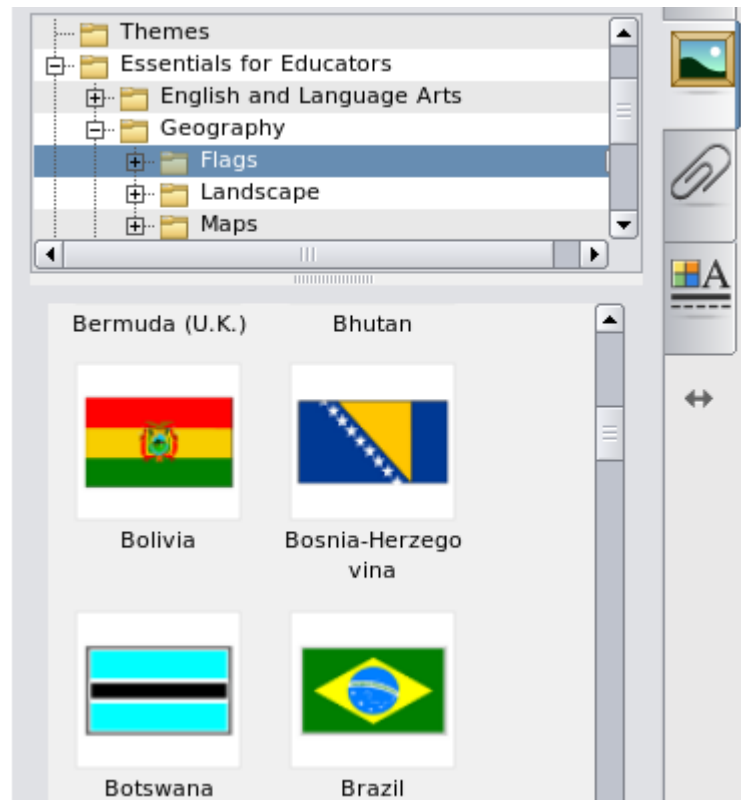
You will prepare a geography lesson activity that asks students to match Southern African countries to their flags. You can use the concepts outlined in this Hands-On Practice to prepare and deliver lessons in other subject areas.

1. Open a blank Notebook file
2. Press the Gallery tab on the right-hand side of the Notebook interface. For this example, you want to get flags of Southern Africa.
3. Go to geography and look for flags.

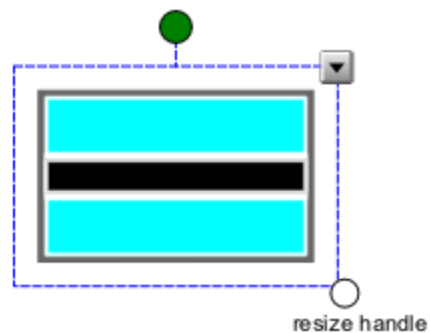


4. Scroll through the Gallery collection to find flags for the Botswana, Namibia and Swaziland.
Drag each flag to the work area of your Notebook file.

TIP: You can double-click the flag's thumbnail image to quickly add it to your work area.



5. Resize each flag by diagonally dragging the resize handle. Ensure the flags are approximately the same size.



6. Align the flags horizontally.



7. Write the name of each country in a different colour.

8. Select the name of the country, click Clone from the object's drop-down menu to make a copy of the name. Do that for each country. There should be two country names for each flag.



9. Organize the names of each country so that one set of country names is placed in a vertical line on your work area.



Botswana



Namibia



Swaziland

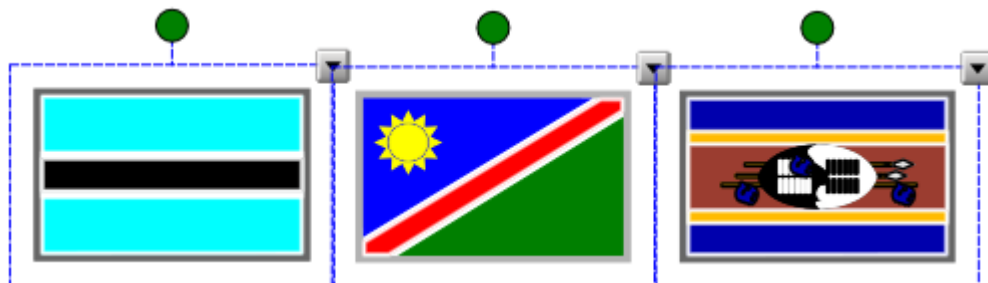
Swaziland
Botswana
Namibia

Drag the other country names over their corresponding flags.

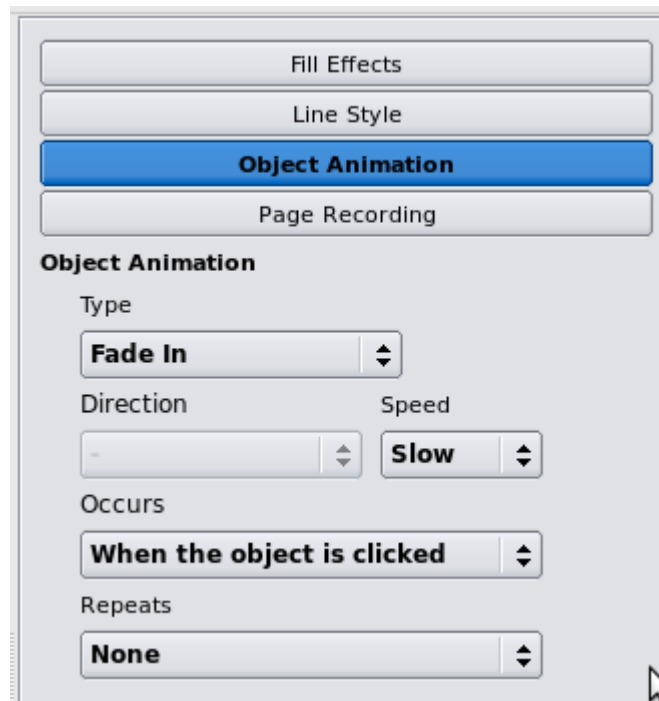


Swaziland
Botswana
Namibia

10. Select the Botswana flag, for example, and from the drop-down menu choose *Order > Bring to Front* to cover the name Botswana. Complete this task for the Namibia and Swaziland flags.
11. Select the first flag, hold down Ctrl and click on the second and third flags, they will all be selected.



12. On the drop down menu select *properties*, on the right click **object animation**, *Type*: select **Fade in**, *Occurs*: select **When the object is clicked**, *Repeats*: **None**.



13. Press File > Save to save your Notebook file. Give your Notebook file a name and choose the location where you want to save it.

Using Your Lesson in the Classroom

After opening your saved Notebook file on the SMART Board interactive whiteboard, ask your students to drag the name of each country underneath its corresponding flag. Once the exercise is completed, click on the flags to reveal the correct answers.

You can add as many pages to your Notebook file as you need to create additional lesson activities, such as labelling continents or identifying capital cities on regional maps.